



Trust in God and give of your best

All Saints Carshalton Church of England Primary School

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Headteacher: Mrs E Hart Dyke

30 November 2016

Dear Parents of children in Year 1 - Year 6,

We have decided to change the beginning of the school day and the way the children come into school in the morning. Please let me assure you that this will not affect parents and drop off times in any way.

Instead of the children going into the playground first thing, we would like the children to go straight into their classes from 8.45am.

Mr Marston and I will still open the gates and be available as usual, but the staff will be in their classes ready to greet and supervise the children.

Instead of the juniors going in to school down the path and into the junior playground, they will come into school through the pedestrian gates and go straight to their classrooms.

Children will enter the building in the following ways:

Chaffinches and Woodpeckers will come down the steps as usual and go straight to their classes via the Year 1 playground.

Skylarks and Wrens will come down the steps and go straight to their classes via their external classroom doors.

Rowan and Hazel will come in through the double gates and down through the front playground and enter the school via the door that they usually exit school from at the end of the day.

Willow and Oak will come in through the double gates and down through the front playground and enter the school through the exit at the end of the building by the wall.

Year 5 and 6 will come in through the double gates and down through the front playground and go straight to their classes via their external doors.

Children will come into school in this way on both dry and wet mornings and it should enable a speedy and smooth start to the day.

No children will need to go down the path and into the back playground.

The children will exit school in the current way and this will not involve any alteration.

We intend to implement this new idea from Monday 5 December.

Thank you for reading this letter and for your co-operation with this new idea.

Yours sincerely,

Mrs Emma Hart Dyke - Head teacher

